

APPENDIX K EXHIBITS & SCORING CHECKLIST

Exhibit	Supplied by	Online Application Tab Reference	Narrative Description	When Required
1T	IFA Form & Applicant Upload	Project Team Building & Unit	Application Certification	All projects
2T	Applicant Upload (link provided)		Executed IRS Form 8821 (Tax Information Authorization) for the Developer & Co-Developer	If requested by IFA.
3T	Applicant Upload	Ownership Entity	Ownership Entity Documentation <ul style="list-style-type: none"> • IRS F.E.I.N. letter in the Ownership Entity's name. • If the Ownership Entity is a LP, LLP, or LLLP - Provide a current certificate of Limited Partnership <u>and</u> a current Limited Partnership Agreement. • If the Ownership Entity is a LC, LLC or LLLC - Provide file-stamped Articles of Organization <u>and</u> a current Operating Agreement. 	All projects
4T	Applicant Upload	Project Team	Owner Representative (General Partner/Managing Member, Co-General Partner/MM) Documentation <ul style="list-style-type: none"> • If the Owner Representative is a LP, LLP, or LLLP - Provide a current certificate of Limited Partnership <u>and</u> a current partnership agreement. • If the Owner Representative is a LC, LLC, or LLLC - Provide file-stamped Articles of Organization <u>and</u> a current Operating Agreement. • If the Owner Representative is a Corporation or Incorp., provide file-stamped Articles of Incorporation, By-laws <u>and</u> a Board Resolution approving actions of corp./incorp. concerning the proposed project. 	All projects
5T	Applicant Upload	Funding Sources	Letters of intent from lending institutions (on their letterhead) for all private construction and permanent financing.	All projects
6T	Applicant Upload	Funding Sources	Commitment letters from all other sources except for State HOME funds or City of Des Moines HOME funds. This includes any other grants, loans, tax credits, tax increment financing, etc. The letter must be from the entity making the commitment and must include: <ul style="list-style-type: none"> • the value of commitment • the interest rate & term • the purpose the funds can be used for • the time limitations related to the commitment 	All projects
7T	Applicant Upload	Project Description	Executed & Current Project-Based Rental Assistance Contract or a Commitment Letter from Public Housing Authority (PHA) for Project-Based Vouchers or HUD-VASH Vouchers. <ul style="list-style-type: none"> • Must be fully executed Project-Based Rental Assistance Contract. • If PHA committed Project-Based Vouchers or HUD-VASH Vouchers, a commitment letter can be provided if an actual contract has not yet been executed. • Must show the total number of units in the project and the number of units covered under the current project-based rental assistance contract. 	If applicable
8T	IFA Form & Applicant Upload	Site Control and Building	Eligibility under IRC 42(d)(2)(B)(ii) Ten-Year Rule.	Acquisition/Rehabilitation, Historic Preservation, and Adaptive Reuse Projects
9T	Applicant Upload	Project Team & Cost and Credit Calc.	An executed copy of the Consultant Agreement.	If applicable
10T	Applicant Upload	Funding Sources	Documents relating to syndication or other sale or exchange of tax credit interest to investors.	All projects

11T	Applicant Upload	Building	<p>Utility Documentation</p> <p>Most recent PHA, HUD, RD or Utility Company documentation showing source of utility calculations.</p> <ul style="list-style-type: none"> • Circle utility amounts on chart. • If the documentation is over 1 yr. old, provide a statement from the provider confirming that the utility amounts are current. • HUD projects must provide a copy of the most current HUD Rent Schedule. • USDA-Rural Development projects must provide current documentation of RD utility allowance approval. 	If a utility allowance is listed in the application. Not required if all utilities are included in rent except for HUD or Rural Development projects must provide a copy of the current HUD Rent Schedule or RD approved utility allowance form.
12T	Applicant Upload		<p>Market Study Documentation</p> <p>Applicant may provide previous market study or other information that they want relayed to the Market Study Provider. IFA will accept any information provided from Applicant even if provided by a syndicator or another third party entity.</p>	9% projects
			Applicant must attach prepared market study.	4% projects
13T	IFA Form & Applicant Upload	Site Description	<p>Relocation Plan</p> <ul style="list-style-type: none"> • If applying for HOME with the LIHTC application, the HOME Exhibit H24 is required and not Exhibit 13T. All other LIHTC projects must submit Exhibit 13T as applicable. 	If applicable
	System Generated		Letter notifying the CEO of Local Jurisdiction about the project.	All projects
	Market Study Provider		IFA contracted Market Study	9% projects
14T	IFA Form & Applicant Upload	Building	<p>Minimum Unit Square Footage Exception Request</p> <ul style="list-style-type: none"> • Must submit to the Tax Credit Manager via email at least ten (10) business days prior the LIHTC Application due date. No late submissions will be accepted. • LIHTC Manager will return the Exhibit to the Applicant. • If approved, the approved form with the Tax Credit Manager's signature must be uploaded as Exhibit 14T. • Provide floor plans for the units subject to Exhibit 14T. 	If applicable
15T	IFA Form & Applicant Upload	Ownership Entity Project Team	<p>Authorization of Release of Information & Project Listing</p> <ul style="list-style-type: none"> • 15T Required to be completed for each Developer/Co-Developer, General Partner, Management Member and Ownership Interest • Must be completed for all states in which any of these entities have previously or currently participated in the LIHTC program, including Iowa. • Applicant submits to the applicable state agency and will upload copies of the forms sent to each state. • Submit only one (1) PDF file of all Exhibit 15T(s). 	All projects
16T	IFA Form & Applicant Upload	Ownership Entity Project Team	<p>IRS 8823 and State Non-Compliance Details and Narrative</p> <ul style="list-style-type: none"> • Must be completed and signed by the Developer, General Partner/Co-General Partner, Ownership Interest and/or Management Company identified in the LIHTC application. • Must list all IRS form 8823 which were issued against the property in the previous 12 months. • Must list all out of compliance IRS Form 8823's issued against all properties in the last 36 months that have not been corrected. • Provide to each state agency with Exhibits 15T and 17T and upload a copy of the Exhibit 16T sent to each state agency with the LIHTC application. • Submit only one (1) PDF file of all Exhibit 16T(s). 	All projects
17T	IFA Form & Applicant Upload	Ownership Entity Project Team	<p>State Agency Performance Questionnaire for LIHTC Program and other State Programs</p> <ul style="list-style-type: none"> • Applicant must send to each state agency along with 	If applicable

			Exhibits 15T and 16T and upload all copies sent with the LIHTC application.	
18T	Applicant Upload	Developer Project Team	<ul style="list-style-type: none"> Financial statements for the past three (3) years Mandatory for all new Developers in Iowa May be requested for any Developer 	All new Developers in Iowa
19T	Applicant Upload	Project Description	Documentation that all buildings are located within a 20 mile radius as shown on www.Googlemaps.com using driving directions.	Scattered Site Projects
1B	Applicant Upload	Site Control Building	Document(s) evidencing control or ownership of site(s).	All projects
2B	Applicant Upload	Site Control	<p>When land/buildings are acquired from an entity or person with an identity of interest. An appraisal by an MAI certified appraiser who is not a related party. (Cannot be over 6 months old from date of the Application.)</p> <ul style="list-style-type: none"> If not submitted with the LIHTC application, this must be submitted within 30 days of the LIHTC application submission due date. If this is the case, a page must be submitted as Exhibit 2B stating the appraisal will be submitted within 30 days of the LIHTC application submission due date. NOTE – If applying for State HOME, the appraisal is required for land and buildings regardless of an identity of interest. 	If applicable
3B	Applicant Upload		<p>Color photos of project & adjacent property – Submit as one PDF file.</p> <ul style="list-style-type: none"> Eight photos of each building are required for rehab. & acq./rehab. projects. - Looking at each bldg. from the North, South, East & West. Looking out from each bldg. toward the North, South, East & West. Eight photos are required for each site location for new construction projects. - Looking toward the center of each site from the North, South, East & West. Looking out from the center of each site toward the North, South, East & West. The photo must include the street address, bldg. #, & direction taken. This information can be included on the photo itself, or in the electronic name of the photo. 	All projects
4B	Applicant Upload		<ul style="list-style-type: none"> Legible recent official city map pinpointing the site location(s). Must show the legal address of the property, the names of surrounding streets & any other information important for the site inspection. A plat map or proposed re-plating map for each site location. Both are required. 	All projects
5B	Applicant Upload		<p>Site plan clearly listing the following:</p> <ul style="list-style-type: none"> Show location and extent of all proposed work Site dimensions Easements & setbacks All buildings (including manager's & accessory buildings) Parking Play Area Pool Other items (specify) 	All projects
6B	Applicant Upload	Site Description	If site or adjoining sites contain any detrimental site characteristics, attach remediation plan and budget to make site suitable.	If applicable
7B	IFA Form & Applicant Upload	Zoning	<p>Proper zoning form completed by City/Municipality</p> <ul style="list-style-type: none"> Must be fully completed on the top of the form relative to the new ownership entity. Provide primary building address and all other request information specific to the project as requested. 	All projects

8B	Applicant Upload	Building & Unit Amenity Project Description Construction	<p>Plans and Specifications showing all proposed work at a minimum schematic design level of completion. Must clearly list the following information as well:</p> <ul style="list-style-type: none"> • Label the use of all rooms in the building (i.e. exercise room, computer learning center, manager's office, library, craft room, maintenance room, dining room, etc.) • Label the square footage of each room in the building. • Label all rooms in the units (i.e. bedroom, bathroom, kitchen, living room etc.) • Label the square footage of each unit. <p>May submit up to two (2) PDF files for Exhibit 8B.</p>	All projects
9B	Applicant Upload	Construction	<p>Scope of Work</p> <ul style="list-style-type: none"> • Refer to IFA LIHTC QAP, Appendix 1, (I.) for the minimum content requirements that must be addressed in the Scope of Work. • Ensure Scope of Work content is consistent with Construction Tab and other Applicant information submitted. 	If applicable
10B	Reserved			
1SA	Applicant Upload	Project Team	<p>Letter from the IRS stating the Nonprofit is a qualified Nonprofit under 501(c)3 or 501(c)4</p> <ul style="list-style-type: none"> • Applicant must mark the correct project team member in the online application as the materially participating qualified nonprofit. • All required "SA" exhibits must be provided to IFA by the deadline stated in the current Qualified Allocation Plan. 	9% projects applying for the Nonprofit Set-Aside & those with a materially participating nonprofit entity
2SA	Applicant Upload (sample provided)	Project Team	<p>Attorney's opinion stating that the proposed Nonprofit is legally organized and is eligible to participate. (The opinion must substantially conform with the IFA sample provided.)</p>	9% projects applying for Nonprofit Set-Aside & those with a materially participating nonprofit entity
3SA	Applicant Upload	Project Team	<ul style="list-style-type: none"> • File-stamped Articles of Incorporation that include as a purpose the fostering of low-income (or affordable housing) • Other items that demonstrate satisfaction of the 2-yr. requirement for fostering low-income housing or requirements of 42(h)(5). 	9% projects applying for Nonprofit Set-Aside & those with a materially participating nonprofit entity
4SA	Applicant Upload	Project Team	<p>Resume or other documentation that demonstrates the Nonprofit's capacity to materially participate in the operation of the project through the compliance period.</p>	9% projects applying for Nonprofit Set-Aside & those with a materially participating nonprofit entity
5SA	Applicant Upload	Project Team	<p>Confirmation of continued IRS status as a qualified Nonprofit under 501(c)(3) or 501(c)(4).</p> <ul style="list-style-type: none"> • Submit a print out from the IRS showing the nonprofit entity is still a qualified nonprofit. • If the non-profit doesn't show on the IRS website, then all Exhibits must be provided. <p>**This is the only SA exhibit a previously approved nonprofit entity must submit to IFA to continue its approval as a nonprofit entity. www.irs.gov/app/pub-78/</p>	<p>Applicable ONLY to prior IFA approved Non-profit entities that are re-applying for the Nonprofit Set-Aside or will be a materially participating nonprofit entity in the project</p> <p>OR</p> <p>A new non-profit that has an IRS letter that is older than 6 months old.</p>
1SA-LSP	Applicant Upload	Project Team	<p>Letter from the IRS stating the Lead Service Provider Nonprofit is a qualified Nonprofit under 501(c)3 or 501(c)4</p> <ul style="list-style-type: none"> • Applicant must mark the correct project team member in the online application as the Lead Service Provider. • All required "SA-LSP" exhibits must be provided to IFA by the deadline stated in the current Qualified Allocation Plan. 	Projects with a mandatory team member – Lead Service Provider. (Projects requesting points for Resident Population with Special Needs.
3SA-LSP	Applicant Upload	Project Team	<ul style="list-style-type: none"> • File-stamped Articles of Incorporation that include as a purpose the provision of social services to improve the quality of life of low-income households or Resident Populations with Special Needs • Other items that demonstrate satisfaction of the 2-yr. requirement for providing such services in the market area 	Projects with a mandatory team member – Lead Service Provider. (Projects requesting points for Resident Population with Special Needs.

4SA-LSP	Applicant Upload	Project Team	Resume or other documentation that demonstrates the Lead Service Provider Nonprofit's capacity to materially participate in service delivery to tenants through the compliance period.	Projects with a mandatory team member – Lead Service Provider. (Projects requesting points for Resident Population with Special Needs.
	Online App.	Building & Unit	QAP Part A, Section 6, Resident Profile, Category 1 - Serves Lowest Income Residents (0 to 20 points) <i>This category is not available to an Applicant that elects points in Building Characteristics-Category 3, "Projects that are Subsidized Project-Based Rental Assistance Projects."</i>	If applicable
	Online App.	Building & Unit	QAP Part A, Section 6, Resident Profile, Category 2 - Mixed Income Incentive (0 to 25 points) <ul style="list-style-type: none"> Projects that provide market rate units (on-site staff units can't be included for points) may receive 1 point for each full 1% of the units (20 pts. maximum) If Project is providing market rate units and is also serving 30% AMGI qualified tenants, may receive 1 point for each full 1% of the units at 30% AMGI (5 pts. maximum) In order to receive points, Applicant must commit to providing market rate units first and then elect to provide 30% units. <i>This category is not available to an Applicant that elects points in Building Characteristics-Category 3, "Projects that are Subsidized Project-Based Rental Assistance Projects."</i>	If applicable
1S	IFA Form & Applicant Upload	Project Description & Special Needs	QAP Part A, Section 6, Resident Profile, Category 3 - Resident Populations with Special Needs (0 to 20 points) <ul style="list-style-type: none"> Must submit IFA Form Exhibit 1S and all required attachments as one pdf file to IFA and complete the required resident populations with Special Needs and Affordable Assisted Living questions on the project description tab as well as the special needs tab in the online application. Points calculated on percentage of total project units in which the Owner will give preference in tenant selection to Resident Populations with Special Needs. To receive points, services must be actively linked to the Project, not simply provided to the community at-large. 	If applicable
1S-AAL	IFA Form & Applicant Upload	Project Description & Special Needs	QAP Part A, Section 6, Resident Profile, Category 3 – Resident Population with Special Needs <ul style="list-style-type: none"> Provide Exhibit 1S-AAL of an Affordable Assisted Living Facility Project. Exhibit 1S would not have to be provided in this situation – just 1S-AAL. 	Affordable Assisted Living Facility Projects
2S	IFA Form & Applicant Upload	Project Description	QAP Part A, Section 6, Resident Profile, Category 4 - Provides an Opportunity for Homeownership (50 points) <ul style="list-style-type: none"> Submit Exhibits A-C shown in Appendix G. <i>This category is not available to an Applicant that elects points in Resident Profile, Category 6, "Waives Right to a Qualified Contract."</i>	If applicable
	Online App.	Project Description	QAP Part A, Section 6, Resident Profile, Category 5 - Rent Reasonableness (20 points) <i>This category is not available to an Applicant whose project has a Project with a HUD Project-Based Rental Assistance Contract.</i>	If applicable
	Online App.	Project Description	QAP Part A, Section 6, Resident Profile, Category 6 - Waives Right to Qualified Contract (50 points) <i>This category is not available to an Applicant that elects points in Resident Profile – Category 4, "Provides an Opportunity for Homeownership."</i>	If applicable
3S	Applicant Upload	Project Description	QAP Part A, Section 6, Location, Category 1 - Location Near Services (0 to 15 points) Full Service Grocery Store (5 pts.)	If applicable

			<p>School (Family project only) (5 pts.) Senior Center (Older Person projects only) (5 pts.) Medical services (5 pts.)</p> <p>For each category in which points are sought, Applicants will mark the applicable boxes in the Project Description Tab of the online application and then provide the required documentation:</p> <ul style="list-style-type: none"> • The specific name & address of the Full-Service Grocery Store, School, Senior Center, or Medical Service Facility must be provided. • Google Map printout verifying each applicable Service is 1.0 miles or less from the project primary address(es) listed in the application. Must submit a separate Google map print out for each service in which points are being requested for. • If the Google map doesn't show the project, PRIOR to submission of the LIHTC application, request approval via email from LIHTC Manager to submit alternative map. Will be required to submit proof and explanation with Exhibit 3S as well as LIHTC Manager's approval. • If scattered site project, each building address at each site must meet the criteria to receive points. <p>www.Googlemaps.com</p>	
4S	IFA Form & Applicant Upload	Project Description	<p>QAP Part A, Section 6, Location, Category 2- Great Places (5 points)</p> <ul style="list-style-type: none"> • Upload fully completed Exhibit 4S. 	If applicable
5S	IFA Form & Applicant Upload	Funding Sources	<p>QAP Part A, Section 6, Location, Category 3 - Local Government Contribution (0 to 50 points)</p> <ul style="list-style-type: none"> • Must be completed by the Government Entity or Political Subdivision. • Information entered into the Funding Source Tab of the online application must match Exhibit 5S. • 5 points for a Government Entity or Political Subdivision contribution of one percent (1%) derived from federal or local resources, of the Total Project Costs. Refer to QAP Section 6, Location, Category 3. • 5 points for each full one percent (1%) of the Total Project Costs (45 point maximum) for a Government Entity or Political Subdivision contribution of one percent (1%), not derived from any federal resource, of the Total Project Costs. Refer to QAP Section 6, Location, Category 3. 	If applicable
	Online App.	Funding Sources	<p>QAP Part A, Section 6, Location, Category 4 - Developer or Owner Contribution (0 to 5 points)</p> <ul style="list-style-type: none"> • 1 point for each full one percent (1%) of the Total Project Costs • Contribution must be cash (\$) to receive points under this category. A deferred developer fee is not a cash contribution. 	If applicable
	Online App.	Building	<p>QAP, Part A, Section 6, Location, Category 4 – Underserved County (0 to 5 points)</p> <ul style="list-style-type: none"> • Points will be calculated by the software for all Projects that are located in a county that hasn't received an award of Low Income Housing Tax Credits in the last three (3) years. 	All applicants
	Online App.	Project Amenities Construction	<p>QAP Part A, Section 6, Building Characteristics, Category 1 - Market Appeal (0 to 35 points)</p> <ul style="list-style-type: none"> • Health and wellness program on-site (0 to 10 pts.) • In-unit microwave (5 pts.) • In unit laundry space with washer and dryer hook-ups (5 pts.) • Security System (0 to 15 pts.) <ul style="list-style-type: none"> ➢ Video Security System (5 pts.) ➢ Monitored Video Security System (10 pts.) ➢ Medial Alert System (Elderly Projects Only) (5 pts.) 	If applicable

			<ul style="list-style-type: none"> All of the above must be provided and maintained at the cost of the Project Ownership. 	
6S	Applicant Upload	Project Description	<p>QAP Part A, Section 6, Building Characteristics, Category 2 - Projects with Historical Significance (10 points)</p> <ul style="list-style-type: none"> Provide documentation demonstrating that the entire project is listed on the National Register of Historic Places or is determined to be eligible for the National Register by the State Historic Preservation Officer. 	If applicable
7S	Applicant Upload	Project Description	<p>QAP Part A, Section 6, Building Characteristics, Category 3 - Projects that are Subsidized Project-Based Rental Assistance or HUD-VASH Voucher Projects (0 to 40 points)</p> <p>Provide current, executed project-based rental assistance contract or a commitment letter from the Public Housing Authority (PHA) stating the number of project-based vouchers or HUD-VASH Vouchers committed to the project.</p> <p><u>Project-Based Rental Assistance Contract:</u></p> <ul style="list-style-type: none"> At least 50% of the Units = 20 pts. At least 75 of the Units = 30 pts. 100% of the units = 40 pts. <p><u>HUD-VASH Vouchers</u></p> <ul style="list-style-type: none"> At least 5% of the total project units = 8 pts. At least 10% of the total project units = 16 pts. At least 15% of the total project units = 24 pts. At least 20% of the total project units = 32 pts. At least 25% of the total project units = 40 pts. <p><i>This category is not available to an Applicant that elects points in Resident Profile, Category 1, "Serves Lowest Income Residents" or Resident Profile, Category 2, "Mixed Income Incentive."</i></p>	If applicable
	Online App.	Construction Project Amenities	<p>QAP Part A, Section 6, Building Characteristics, Category 4 - Construction/Unit Characteristics (0 to 20 points)</p> <ul style="list-style-type: none"> Exterior construction: durability (0 to 8 pts.) Doors (2 pts.) Window sills (2 pts.) Main Entrance areas OR covered entry and storm door-unit main entrance to the exterior with a minimum depth and width of coverage 4 feet X 4 feet (2 pts.) Storage units (6 pts.) 	If applicable
	Online App.	Building & Unit	<p>QAP Part A, Section 6, Building Characteristics, Category 5 – Olmstead Goals (0 to 27 points)</p> <p><u>Fully Handicapped Accessible Units (0 to 15 pts.)</u> Exhibit 1T requires the Architect to certify and acknowledge the Owner's election to provide a specific percentage of the Low-Income Units as fully handicapped accessible.</p> <ul style="list-style-type: none"> At least (25%) of the LIHTC units are fully handicapped accessible (not adaptable) (5 pts.) At least (50%) of the LIHTC units are fully handicapped accessible (not adaptable) (10 pts.) At least (75%) of the LIHTC units are fully handicapped accessible (not adaptable) (15 pts.) At least 50% of the fully handicapped accessible units designated for this scoring category will be two, three, or four bedroom units. (10 pts.) <p><u>Mental Health First Aid Training or Olmstead Consumer Task Force Approved Disability Awareness Training Program (2 pts.)</u></p> <ul style="list-style-type: none"> All on site property management staff must complete a Mental Health First Aid training approved by the Iowa Dept. of Human Services and/or an Olmstead Consumer Taskforce approved disability awareness training program, 	If applicable

			<p>such as may be offered by a Center for Independent Living.</p> <p><u>Visitable Units (0 to 8 points)</u> Exhibit 1T requires the Architect to certify and acknowledge the Owner's election to provide a specific percentage of the Low-Income Units as visitable units.</p> <ul style="list-style-type: none"> • 25% of the LIHTC units are visitable = 2 pts. • 50% of the LIHTC units are visitable = 4 pts. • 75% of the LIHTC units are visitable = 6 pts. • 100% of the LIHTC units are visitable = 8 pts. <p><i>Points for creating Visitable units are not available to an Applicant electing points under the Handicapped Accessible section of this category.</i></p>	
8S	Applicant Upload	Project Description	<p>QAP Part A, Section 6, Building Characteristics, Category 6 - Readiness to Proceed (15 points) (Category 6 total points 0 to 35)</p> <p><u>Capital Needs Assessment</u> - Must provide a complete Capital Needs Assessment. See description in QAP Appendix 1.</p> <ul style="list-style-type: none"> • Applicant must mark the applicable box in the online application. 	If applicable
9S	IFA Form & Applicant Upload	Project Description Site Description	<p>QAP Part A, Section 6, Building Characteristics, Category 6 - Readiness to Proceed (10 points) (Category 6 total points 0 to 35)</p> <p><u>Utilities</u> - A completed IFA form from each utility company demonstrating that the required utilities are already available at the Project site, they are adequately sized for the Project, and no extensions are needed.</p> <ul style="list-style-type: none"> • Applicant must mark the applicable box in the online application. 	If applicable
10S	IFA Form & Applicant Upload	Project Description Site Description	<p>QAP Part A, Section 6, Building Characteristics, Category 6 - Readiness to Proceed (10 points) (Category 6 total points 0 to 35)</p> <p><u>Paved Road</u> - A completed IFA form from the municipality that demonstrates that the Project has direct contiguous access to an existing paved road with no extensions needed.</p> <ul style="list-style-type: none"> • Applicant must mark the applicable box in the online application. 	If applicable
11S	IFA Form & Applicant Upload	Project Description Zoning	<p>QAP Part A, Section 6, Building Characteristics, Category 6 - Readiness to Proceed (15 points.) (Category 6 total points 0 to 35)</p> <p><u>Zoning</u> – A completed IFA form providing evidence that the project site is properly zoned for it proposed use.</p>	If applicable
	Online App.	Project Description	<p>QAP Part A, Section 6, Building Characteristics, Category 7 - Impact on Environment (0 to 10 points)</p> <ul style="list-style-type: none"> • All interior paints and primers comply with Green Seal standards for low VOC limits. (2 pts.) • All adhesives comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants comply with Regulation 8, Rule 51 of the Bay Area Air Quality Management District. (2 pts.) • Implement and enforcement of a “no-smoking” policy in all common and individual living areas of all buildings. The common area doesn't include the public areas of the exterior grounds of the building for this policy. Projects that have HUD financing or HUD subsidy are not eligible. (2 pts.) • Water heaters have a minimum energy factor (EF) of .61 for tank type gas, .93 for tank-type electric, or shall be tank-less water heaters .98 efficient. (2 pts.) • Water conserving measures: Toilets are high efficiency WaterSense toilets that use 1.28 gallons per flush or less; faucet aerators use 1.5 gallons per minute or less in kitchens and 1.0 gallons per minute or less in bathrooms; showerheads use 1.5 gallons per minute or less. (2 pts.) 	If applicable

	Online App.	Project Description	<p>QAP Part A, Section 6, Building Characteristics, Category 8 - Energy Efficiency (20 points)</p> <p><u>New Construction</u></p> <ul style="list-style-type: none"> • HERS Index of 74 or less (10 pts.) • HERS Index of 68 or less (20 pts.) <p><u>Existing Structures</u></p> <ul style="list-style-type: none"> • IECC exceeded by 8% or more (10 pts.) • IECC exceeded by 15% or more (20 pts.) <p>Note: If Applicant elects and receives points for this category, the lower HERS Index must be met before an IRS form 8609 will be issued. If IECC, the higher must be met prior to issuance of IRS form 8609.</p>	If applicable
	Online App.	Ownership Entity	<p>QAP Part A, Section 6, Other, Category 1 - Final Title Guaranty Certificate on the real estate of the project (10 points)</p>	If applicable
			QAP Part A, Section 6, Other, Category 2 – RESERVED	
	Online Application	Project Team Funding Sources	<p>QAP Part A, Section 6, Other – Category 3 – Qualified Development Team Experience/Efficiency (0 to 15 points)</p> <p>On-line software will calculate points based upon entry of information in the Application.</p> <ul style="list-style-type: none"> • Ten (10) or more years of Section 42 experience by a Developer, Managing Member, or General Partner and has completed at least one (1) LIHTC Project through issuance of IRS form 8609 within the last five (5) years (10 pts. - all or nothing) • For remaining 5 points refer to Exhibit 14S. 	If applicable
	Online Application	Cost and Credit Calc.	<p>QAP Part A, Section 6, Other – Category 4 Reduced Developer Fee (0 to 30 points)</p> <ul style="list-style-type: none"> • 5 points for each full one (1%) reduction in Developer fee below the maximum allowed by 2013 QAP Section 4.6.1. <p><u>Examples</u></p> <p>(1). If the project is new construction and includes 50 units, a full 1% reduction means lowering the percentage on the first 36 units from 14% to 13% AND lowering the percentage on the remaining 14 units from 12% to 11%.</p> <p>(2). If the project is acquisition/rehabilitation, a full 1% reduction means lowering the percentage on the rehabilitation portion from 16% to 15% AND lowering the percentage on the acquisition portion from 8% to 7%.</p>	If applicable
	Online Application	Cost and Credit Calc.	<p>QAP Part A, Section 6, Other – Category 5 Project Costs (0 to 5 points)</p> <ul style="list-style-type: none"> • New Construction projects where the percentage of construction costs to total project costs is 67% or higher. (5 pts.) • Acquisition/Rehabilitation, Rehabilitation, and Historic Rehabilitation projects where the percentage of construction costs to total project costs is 50% or higher. (5 pts.) 	If Applicable
12S			RESERVED	
13S			RESERVED	
14S	IFA Form & Applicant Upload		<p>QAP Part A, Section 6, Other, Category 3 – Development Team Experience/Efficiency – Developer Third Party Equity Investment Closing Confirmation 2009-2012 within 9 months of the tax credit award (3 points) (Category 3 total points 0 to 18 points – see above)</p> <ul style="list-style-type: none"> • Provide IFA required form, Exhibit 14S, completed and signed by Syndicator/Equity Investor. • Must show the equity closing occurred no later than 9 months after a tax credit award in the years 2009-2012. 	If applicable

			<ul style="list-style-type: none"> Must be completed for the Applicant Developer. 	
HOME Exhibit #	Supplied by		Narrative Description	When Required
H-1	IFA Form & Applicant Upload		Application Certification <ul style="list-style-type: none"> IFA Required Form 	LIHTC projects applying for HOME funds
H-2	IFA Form & Applicant Upload		Assurances Signature Page <ul style="list-style-type: none"> IFA Required Form 	LIHTC projects applying for HOME funds
H-3	Applicant Upload		Applicant/Recipient Disclosure/Update Form – HUD 2880	LIHTC projects applying for HOME funds
H-4	Applicant Upload		W-9 Form (Request Taxpayer ID number and certification)	LIHTC projects applying for HOME funds
H-5	IFA Form & Applicant Upload		Minority Impact Statement <ul style="list-style-type: none"> IFA Required Form 	LIHTC projects applying for HOME funds
H-6	IFA Form & Applicant Upload		No Lobbying Exhibit – No Lobbying Certificate <ul style="list-style-type: none"> IFA Required Form 	LIHTC projects applying for \$100,000 or more of HOME funds
H-7	IFA Form & Applicant Upload		No Lobbying Exhibit – Disclosure of Lobbying Activities <ul style="list-style-type: none"> IFA Required Form 	If applicable
H-8 through H-22			RESERVED	
H-23	Applicant Upload		Seller's Acknowledgement Form	LIHTC projects applying for HOME funds
H-24	IFA Form & Applicant Upload		Relocation Plan <ul style="list-style-type: none"> Must be provided for LIHTC projects requesting HOME funds. IFA Required Form 	LIHTC projects applying for HOME funds and there is an existing building(s) on the site
H-25			RESERVED	
H-26 through H-29			RESERVED	
H-30	IFA Form & Applicant Upload		Agreement to Conditions for Joint HOME/LIHTC Program's Funding of a ROSE Program <ul style="list-style-type: none"> IFA Required Form 	LIHTC projects applying for HOME funds and will be a ROSE project
H-31 through H-33			RESERVED	